

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF NEW YORK

**PUBLIC NOTICE**

**CASE MANAGEMENT/ELECTRONIC CASE FILING SYSTEM**

Effective January 1, 2003, the court expanded its use of the Electronic Case Filing ("ECF") system to include chapter 7 and chapter 13 cases and adversary proceedings. From April 1, 2002 through December 31, 2002, the court only permitted the filing of chapter 11 cases on the "ECF" system. All cases filed on or after January 1, 2003, and chapter 11 cases filed on or after April 1, 2002, are considered "ECF" cases.

The court's "ECF" system is accessible via the court's Internet site at <http://nyeb.uscourts.gov>. In compliance with Federal Rule of Civil Procedure 11 and the court's revised General Order on Electronic Filing Procedures ("General Order #473"), the attorney's initials, the last four digits of the attorney's social security number and the password assigned to the attorney by the court shall constitute the attorney's signature on any document filed electronically. Security of a password issued to an attorney is the attorney's responsibility. An original signed copy of all filings shall be maintained in the attorney's file in accordance with the "General Order #473."

All parties with legal representation must file documents by one of the following methods: (1) Internet, which is the preferred method; (2) Diskette, PDF Format; or (3) Diskette, Non-PDF Format. A password is needed to file documents directly into the "ECF" system. Additional information is available on the court's website.

Parties without legal representation may file documents in paper form according to procedures set forth in the court's Local Rules.

Dockets for all open cases are available electronically using the Internet. To view or retrieve dockets, you must have a PACER password and login. This is in addition to the password needed to access the "ECF" system. A PACER password can be obtained by calling the PACER Service Center at 1(800)676-6856 or by visiting their Internet site at <http://pacer.psc.uscourts.gov>.

Paper (conventional) filing will be required for all claims regardless of when the case was filed.

Up to date CM/ECF information, including the Attorney Manual, Frequently Asked Questions and training registration information can be found on the court's website at <http://www.nyeb.uscourts.gov>.

Joseph P. Hurley,  
Clerk of Court

Dated: February 4, 2003  
Brooklyn, NY